



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

April 16, 2009

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to read "W. T. Fujioka", is written over the printed name of the Chief Executive Officer.

DEPARTMENT OF HEALTH SERVICES REQUEST TO APPOINT CAROL R. MEYER TO THE POSITION OF CHIEF DEPUTY DIRECTOR, HEALTH SERVICES, OPERATIONS (UC)

Consistent with the Board-approved policy on management appointments, the Department of Health Services (DHS) requests authorization to appoint Carol R. Meyer to the position of Chief Deputy Director, HS, Operations (UC) and function as the Chief Network Officer (CNO) at an annual salary of \$240,011.64 (\$20,000.97/month), reflecting a 14.85 percent increase over her current salary. We have reviewed the request and concur with the attached DHS request to appoint Ms. Meyer.

Ms. Meyer has served as the Acting CNO since October 1, 2008. According to the Department, Ms. Meyer's experience and legislative skills were instrumental in establishing Los Angeles County's position on Healthcare Reform, South Los Angeles Preservation Fund, and development of multiple trauma system bills and legislation related to emergency medical services personnel licensing and certification.

In this position, Ms. Meyer reports to the Chief Deputy Director, HS, who is also functioning as the Interim Director of Health Services. In this capacity, Ms. Meyer provides leadership and oversight for the County's hospital networks, which includes LAC+USC, MetroCare, ValleyCare, and Rancho Los Amigos National Rehabilitation Center. Ms. Meyer's responsibilities include providing ongoing analysis-and review of all facility operations to ensure the performance of the hospitals, clinics, and programs meet County, State, and federal standards for health care delivery.

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

Each Supervisor
April 16, 2009
Page 2

Additionally, Ms. Meyer has executive and administrative responsibility for assisting the Director of Health Services and the Chief Medical Officer in the direction and management of all County inpatient and outpatient health care services in the various healthcare networks in Los Angeles County.

Ms. Meyer brings over 33 years of County experience with the majority of that experience with DHS and has been an executive manager since May 2007. As Acting CNO, Ms. Meyer has demonstrated significant knowledge, skills and capability through the performance of her duties. Accordingly, the salary placement for Ms. Meyer for this Range 22 position is consistent with the level of experience and knowledge that she brings to this position.

In accordance with the policy on managerial appointments, unless this Office is informed otherwise from your offices by April 24, 2009, we will advise DHS that authorization has been granted to proceed with Ms. Meyer's appointment to Chief Deputy Director, HS, Operations (UC) at an annual salary of \$240,011.64.

If you have any questions or concerns regarding this appointment, please contact me or your staff may contact Dara Lark of this office at (213) 974-2396 or dlark@ceo.lacounty.gov.

WTF:SRH:SAS
MLM:DL:yb

Attachment

c: Executive Officer, Board of Supervisors
Interim Director, Department of Health Services
Interim Director of Personnel

041609_HMHS_MBS_C Meyer

NON-PHYSICIAN MANAGEMENT APPOINTMENT REQUEST

Candidate Name: Carol Meyer

Employee No.:

(Check one) NEW HIRE: ☐ PROMOTION: ☒

I. FACILITY/PROGRAM

A. Provide organization chart & highlight the position.

SEE ATTACHMENT

B. Describe where the position fits into the management organizational structure:

The Chief Network Officer reports to the Chief Deputy Director, Health Services.

C. Describe the duties and responsibilities which reflect the scope and complexity of the position:

The Chief Network Officer (Chief Deputy Director, HS, Operations) plans, directs and coordinates all hospital administrative and operational activities, through subordinate hospital facility Chief Executive Officers, providing strategic direction of department-wide health care delivery for general acute, tertiary and outpatient care services. This position is distinguished by its executive and administrative responsibility for assisting the Director of Health Services, Chief Medical Officer, and Chief Deputy Director in the direction and management of all county inpatient and outpatient health care services in the various healthcare networks in Los Angeles county, in accordance with federal, State and County regulations and ordinances. Depending on the strategic needs of the Department of Health Services (DHS), this position will:

- ❖ Perform a principal role and work with senior management in the redesign and restructuring of DHS.
- ❖ Direct the development, implementation and evaluation of operational plans to expand the provision of services and ensure achievement of DHS goals and timetables; sets standards in the areas of safety, quality case management and budgetary performance.
- ❖ Review ongoing operations including the capacity and coordination of the hospitals and clinics to meet individual and program objectives. This position will address issues such as aging physical plants and limited resource. This position will also be responsible for establishing a system of succession planning in order to prepare for planned retirement of many senior staff and be responsible for recruitment of highly qualified team members capable of leading DHS in achieving its objectives.
- ❖ Ensuring the achievement of, and adherence to, all federal, State, and local licensure/regulatory requirements associated with opening health maintenance organizations.
- ❖ Serves as key advocate for the County's healthcare delivery systems, and in this capacity will work closely with the Director, Chief Executive Officer's, Chief Operations Officer's and Board of Supervisors to promote favorable State and federal policies regarding safety net financial support.

D. Indicate the candidate's unique qualifications, special skills or abilities, work background or experience, etc.:

Ms. Meyer was selected amongst the qualified candidates for this position. She was appointed as the Acting Chief Network Officer in October 2008 and has been receiving a Temporary Assignment Bonus. Her breadth of experience and depth of knowledge in strategic planning, health care delivery systems, emergency medical services, legislation, budget/finance, operations, executive management and external/internal communications made her the most qualified candidate in the selection process for the Chief Network Officer.

Ms. Meyer has provided leadership and oversight at the senior executive level relative to hospital network operations for the LAC+USC Healthcare Network, Metrocare Network, Valleycare Network, and Rancho Los Amigos National Rehabilitation Center comprising three tertiary care hospitals, a rehabilitative hospital, two ambulatory care centers, five comprehensive health centers and ten health centers. She has responsibility for the ongoing analysis and review of all facility operations to ensure the performance of the hospitals, clinics and programs meet County, State and federal standards for health care delivery to the indigent population. In addition, she presides over and serves on committees and governing boards to carry out her duties and ensure the highest quality of care is provided to the residents of Los Angeles County.

Ms. Meyer's legislative skills on behalf of DHS were instrumental in establishing L.A. County's position on Healthcare Reform, the South Los Angeles Preservation Fund, Tobacco Tax Funds, development of multiple trauma system bills, emergency medical services personnel licensing and certification, and development of the statewide and local trauma systems.

Ms. Meyer has over 30 years' County experience that covered many areas of coordination with other County departments, human resources recruitment and selection, financial management of county budgets and other categorical program funds, media relations for radio, print and television and mentoring that makes her the most viable candidate to meet the needs of the department and the needs of the patients that we serve.

E. Provide the candidate's résumé or curriculum vitae.

SEE ATTACHMENT

F. Identify highest paid subordinate reporting to this position.

Name:	Employee #:	Title: Executive Director, Healthcare Network
Base Monthly Salary: \$ 21,925.91	Base Annual Salary: \$263,110.92	Salary Range/Quartile: R20, 4 th Quartile

G. Identify management position above the position requested.

Name:	Employee #:	Title: Chief Deputy Director, Health Services
Calculated Monthly Salary: \$ 25,774.70	Calculated Annual Salary: \$ 309,296.40	Salary Range/Quartile: R24

II. HUMAN RESOURCES

Certify that the position is vacant and budgeted.

YES ☒ X NO ☐

Verify current salary of the individual for whom the request is being submitted.

CURRENT BASE SALARY: Month: \$ 14,262.13 Annual: \$ 171,145.56 Range, Quartile: S15, Step 12

NEW HIRE OR PROMOTION: Designate amount of proposed monthly salary based on standard 5.5 increases and/or verify that requested salary is consistent with other managers in the department.

PERCENTAGE INCREASE OVER CURRENT SALARY: 14.85 %

PROPOSED SALARY: Monthly: \$ 20,000.968 Annually: \$ 240,011.616 Range, Quartile: R22, 2ND Quartile

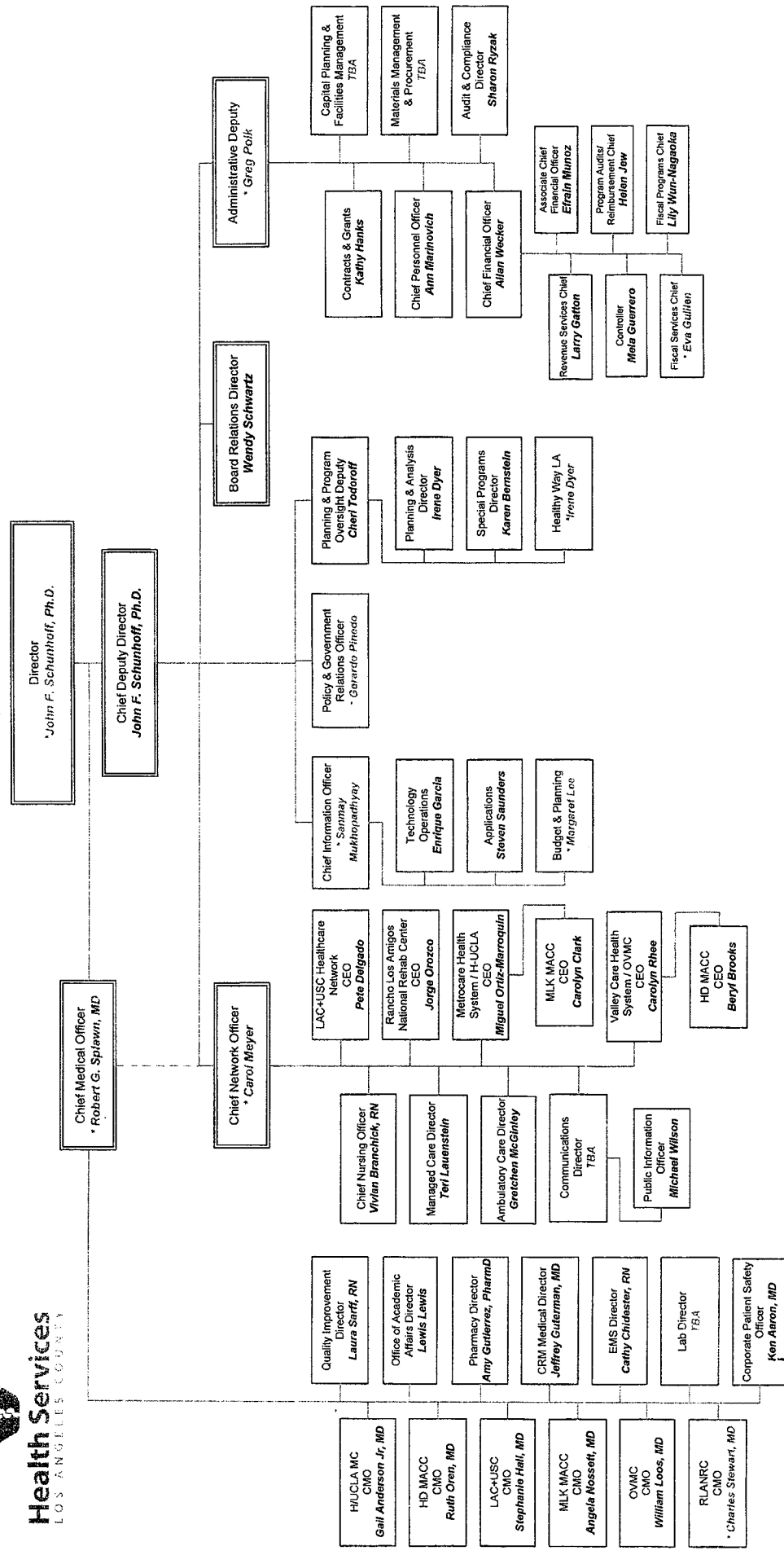
Provide listing of all internal equivalent positions within facility/program.

DHS has no other staff at this range level.

Verify that candidate is listed on the appropriate Certification List and is reachable.

YES ☒ X NO ☐

DEPARTMENT OF HEALTH SERVICES Organizational Chart



John F. Schunhoff 2-4-09 Date
John F. Schunhoff, Ph.D.
Interim Director

* Interim
* To Be Announced (TBA)

Carol R. (Gunter) Meyer, BSN, MPA

CURRICULUM VITAE

PERSONAL DATA

Business Address: Department of Health Services
313 N. Figueroa, Rm 901A
Los Angeles, CA 90012

Business Phone: (213) 240-8370
FAX (213) 250-4013

Home Address:

Citizenship: United States

County Employee #:

HIGHER EDUCATION (indicates year of completion)

1973 - Diploma graduate, Sioux Valley Hospital School of Nursing; Sioux Falls, South Dakota (under maiden name, Carol Ruth Swanstrom)

1978 - Associate in Science, Long Beach City College; Long Beach, California;
Associate in Science

1986 - Bachelor of Science in Nursing, University of Phoenix; Phoenix, Arizona

1993 - Master of Public Administration, California State University Long Beach;
Long Beach, California

2000 - Leadership Essentials for County Managers, California State University Long Beach; Long Beach, California

MILITARY SERVICE

June 1972 - May 1975 - Ensign/Charge Nurse, United States Navy - Honorable Discharge

LICENSURE

Licensed to practice in the State of California, License No. RN249000
Community College Instructor Credential #15007, 1975 - current

EXPERIENCE

- Management, decision-making and policy development for the Los Angeles County Department of Health Services (DHS) and health care community in general.
- Strategic planning for prehospital care, trauma, prevention, funding, health care education and other aspects of the healthcare system.
- Multi-disciplinary group management and interaction, including hospitals, fire departments, law enforcement, state and federal agencies, media, community groups, schools and colleges.
- Analysis of medical control of prehospital, outpatient and hospital medical care.
- Oversight for coordination of patient transfers within the health care system and with private hospitals in compliance with all local, state and federal laws, including EMTALA.
- Human resources management for division of over 200 employees.
- Contract and grants and budget development, monitoring and implementation.
- Legislative analysis and testimony/representation for EMS and DHS health system issues.
- Management of programmatic aspects of Emergency Medical Services (EMS) funding, including AB75 Tobacco Tax Funds, SB612 and SB1773 EMS Funds as well as SB474 Funds. Includes inspection and audit of hospitals and physicians for contract and programmatic compliance.
- Interaction with Board of Supervisors and staff on EMS, trauma and DHS health system issues as well as interaction with state and federal representatives and staff.
- Planning and analysis for disaster operations for DHS. Regional Disaster Medical/Health Coordinator for OES Region 1 (Orange, Ventura, LA, Santa Barbara and San Luis Obispo).
- Development of the Los Angeles County EMS and Trauma Plans.
- Executive Director of the Los Angeles County EMS Commission.
- Organization and conduct of multiple public hearings on trauma system and emergency department closures.
- Media coordination and interviews.
- Representative of County on state, regional and federal health care issues.
- Numerous presentations on trauma and emergency department system.

EMPLOYMENT HISTORY

Oct 2008 – Present Acting Chief Network Officer, DHS (see letter attached)
(Acting 08/01/08 – present) Los Angeles County Department of Health Services

Payroll Title: Executive Manager, HS (4569A) 08/15/07 - Present

May 2007 – Sept 2008 Director, Governmental Relations and Policy, DHS
(Acting 05-01-07 - 08/01/08) Los Angeles County Department of Health Services

Payroll Titles: Executive Manager, HS (4569A) 08/15/07 – 08/01/08
 EMS Director (4612A) 05/01/07 – 08/15/07

EMPLOYMENT HISTORY (cont.)

Feb 2003 – Apr 2007 Director, Los Angeles County DHS/Emergency Medical Services
(Acting 03/03 – 04/04) (EMS) Agency (see letter attached)

Payroll Titles: EMS Director (4612A) April 2004 – 05/01/07
EMS Assistant Director (4600A) 03/01/03 – April 2004

Mar 1994 - Feb 2003 Assistant Director, Los Angeles County DHS/EMS Agency,
Commerce, California.

Payroll Titles: Assistant Director, EMS (4600A) 11/14/00 to 02/01/03
Head, Management Services, HS (1077) 2/11/94 to 11/14/00

Dec 1986 - Mar 1994 Administrator, Paramedic Training
Los Angeles County EMS Agency Paramedic Training Institute,
Torrance, California

Payroll Title: Senior EMS Program Head Nov 2000 to Feb 2003

July 1984 - Dec 1986 Director of Education, Los Angeles County EMS Agency
Paramedic Training Institute, Torrance, California

Sept 1981 - July 1984 Primary Training Coordinator (Senior Nursing Instructor), Los Angeles County EMS Agency's Paramedic Training Institute, Torrance, California

May 1979 - Sept 1981 Nurse Instructor and Primary Training Coordinator, Los Angeles County EMS Agency's Paramedic Training Institute, Torrance, California

Feb 1978 - May 1979 Evening Charge Nurse, Emergency Department, DHS Harbor/UCLA Medical Center; Torrance, California

Feb 1977 - Feb 1978 Critical Care Nurse/Head Nurse, Cardiac Cath Lab,
Harbor/UCLA Medical Center; Torrance, California

May 1976 - Feb 1977 Critical Care Nurse/Charge Nurse, Surgical Intensive Care;
Harbor/UCLA Medical Center; Torrance, California

June 1975 - May 1976 Staff Nurse, Emergency Department; Harbor/UCLA Medical Center; Torrance, California

PROFESSIONAL ACTIVITIES/AWARDS

2008 Hospital Champion Award – Hospital Association of Southern California
Board – California Association of Public Hospitals (2007 to present)

PROFESSIONAL ACTIVITIES/AWARDS (cont.)

Board – National Association of Public Hospitals (2007 to present)
Trauma System Award – Keck School of Medicine/LAC+USC Med Center (2007)
EMS Fund Award – American College of Emergency Physicians, CA Chapter (2006)
Board and President – Emergency Medical Services Administrators' Association of California (2003-07)
City of Los Angeles, Mayor's Homeland Security Steering Committee (2005 – 2007)
Project Administrator, Federal HRSA Hospital Bioterrorism Grant (2002 – 2007)
Project Director, LA County EMS Agency Pediatric Airway Management Project (1997)
Mobile Intensive Care Nurse (1978-1988)
California Community College Instructor Credential (Lifetime)
EMS Member/Staff to committees:
Executive Director, LA County EMS Commission
Hospital Council of Southern California
State EMS Authority Task Forces (various)
Physician Reimbursement Advisory Committee
Terrorism Early Warning Group

PUBLICATIONS/CONTRIBUTIONS

Reviewer and contributor. McConville S and Lee H: Emergency department Care in California. Public Policy Institute of California August 2008, 10:1.

Stratton SJ, Kane G, Gunter C et al: Prospective study of manikin-only versus manikin and human subject endotracheal intubation training of paramedics. **Annals of Emergency Medicine** 1991;12:1314-1318.

Stratton SJ, Gunter C: The Art of Airway Management. **Journal of Emergency Medical Services** 1992; 17:54-61.

Stratton SJ, Gunter C: The Art of Airway Management. **Journal of Emergency Medical Services** 1992; 17:54-61. Stratton SJ, Underwood LA, Whalen SM and Gunter CS. Prehospital Pediatric Endotracheal Intubation: A Survey of the United States. **Prehospital and Disaster Medicine** October-December 1993, 8:4:323-326.

Gunter C and Crammer T: Medical Direction (chapter). Seidel JS, Henderson DP, (eds), **Prehospital Care of Pediatric Patients**. Jones and Bartlett, Wilsonville, Oregon, 1996.

Stratton SJ, Hastings VP, Gunter C et al. The 1994 Northridge Earthquake Disaster Response: The Local Emergency Medical Services Agency Experience. **Prehospital and Disaster Medicine** 1996; 11:3:27-33.

Gausche M, Lewis RJ, Stratton SJ, Haynes B, Gunter C, Goodrich SM, Poore PD, McCollough MD, Henderson DP, Pratt F, Seidel JSS. Effect of Out-of-Hospital Pediatric Endotracheal Intubation on Survival and Neurological Outcome. **Journal of the American Medical Association** February 9, 2000, 283:6:783-790.